

KIPDA DEIC
April 25, 2005
K.I.D.S. Center, Louisville

Members/Designees Present: Angie Guest, Becky Skrine, Sue McGill, Julie Leezer, Mona McCubbin, Sandy Milburn, Barbara Borie.

Members Not Present or Represented: Cindy Holmes, Shawna White, Karen Pass, Lynn Webster, Christie Dwyer, Anne Finney, Melinda Atkins, Carrie Bearden, Sue Daniel, Eileen Deren.

Staff Present: Anne Bolly, Sandra Duverge, Cathy Moser, Alicia Dailey.

Subject	Discussion	Action
March Minutes	Anne Bolly will make an addition to the minutes: the MOA between OVEC, Early Head Start and First Steps.	Approved, pending addition.
Point of Entry Report	Cindy Holmes not present to give in-person report, but POE left voice mail for Barbara Borie (See discussion on Focused Recruitment).	
Technical Assistance Team Report	<p>Anne Bolly stated that there are two policies going through the new review process: Over the Limits and Assistive Technology. TAs review each proposed policy first; then it goes to the ICC for review. Anne reminded the DEIC that providers who have not attended the required training (IFSP Forms Training or Orientation) and turned in their certificate will be terminated as a First Steps provider as of June 30.</p> <p>Sandra Duverge stated that 1) the meeting with university parent consultant staff to review parent orientation had to be canceled. 2) Minuteman Press said after last month's DEIC meeting that they would send a letter stating that we have a \$1500 credit, but they haven't sent it yet. 3) Sandra is supposed to receive a quote on</p>	<p>Providers who have attended IFSP Forms training or Orientation training should send a copy of their training certificate and a copy of Form 6 to Anne Bolly ASAP.</p> <p>Sandra will get letter from Minuteman Press stating that we have \$1500 credit.</p> <p>Sandra will get quote on posters and footprint key</p>

	<p>poster with developmental stages with tear-off pad with contact information. Posters can also be printed in Spanish. Printer informed Sandra that the baby picture might be so dark that we might want to use another baby. DEIC members reminded Sandra about image consistency. It will cost more to use the original baby. 4) Footprint key chains where we can print our name and phone # come in groups of 250, 500 and 1000. Sandra thinks that the \$1500 will cover both the posters and key chains, but asked Angie Guest if money from U of L could be used. Angie said that there should be \$650 left. 5) Sandra asked Mona and Becky about getting a parent to come to DEIC. We have money to pay a stipend. We could have multiple parents. Mona stated that their role would have to be clarified. Sandra said that the parent could sit through part of the meeting. Anne suggested that Sandra mentor the parent(s). Mona suggested adding an agenda item entitled, "Parent Issues."</p> <p>Cathy Moser stated that providers are glad to get RBI information, outcomes look good, and there were no complaints last month.</p>	<p>chains.</p> <p>Sandra will check with Germaine about image consistency.</p> <p>Mona will email a parent's name to Sandra.</p>
Treasurer's Report	<p>1) Angie stated that we need to decide what to do with the grant money now because the books will be closed mid-June and the money will be lost. If we want to reserve the Clifton center again next year, it's \$700 for the whole year. Barbara Borie had volunteered KIPDA DEIC to buy plaque.</p>	<p>Approved by consensus to reserve Clifton Center for next year.</p> <p>Barbara Borie will follow up with Lee Ann Jung about financial arrangements for plaque.</p>
Transition Issues	<p>Shawna White not present.</p>	
Focused Recruitment and VNA	<p>1) Anne Bolly stated that VNA is terminating their contract with First Steps on 6/30. Two people there had full time caseloads and a lot of experience. They would like to become independent providers (a PT and a SLP).</p>	<p>Permission granted to Anne to approve the PT who has had 25 years of pediatric experience.</p>

	2) According to VM left for Barbara Borie by POE, there is an OT shortage in Jefferson County and OT and SLP shortages in Oldham, Henry and Trimble counties. Mona asked if agencies could replace therapists. Anne said yes, but the agency would need to contact her.	DEIC reviewed resume and cover letter of SLP and nutritionist.
May 12 KIPDA DEIC Presentation to the ICC	1) Anne Bolly suggested that we might want to increase the parent stipend since the parent will be going to Frankfort. Sandra suggested that the stipend be increased to \$100. Right now, KIPDA DEIC will ask for morning slot and have Lincoln Trail do afternoon slot. ICC meeting will be at Capital Plaza, Room 127 at 10:00 a.m. Last year's report was an annual report for our region, listing strong points, number served, accomplishments, problems, and suggestions for improvement.	Approved by consensus to increase parent stipend to \$100 for ICC presentation. Meeting will take place Tuesday, May 10 th at 1:00 pm at the KIDS Center to make final preparations for the presentation. Barbara Borie will contact Shawna about making a graph for the presentation like she did last year. Sandra will email Sue Daniel about getting a parent to go, but Sandra asked Mona and Becky to have parents as back-ups. Barbara would like the parent to attend the May 10 th meeting, if possible.
Other Issues	Angie stated that the ICC Evaluation subcommittee has reconvened. They will meet monthly.	Providers are asked to send suggestions to Angie.

**Next Meeting May 23, 12:00 till 1:30
Board Room, KIDS Center, 982 Eastern Parkway**

Agenda:

Report on May 12 KIPDA DEIC Presentation to ICC

Passport

Focused Recruitment: Replacing counties, review draft of Focused Recruitment Form

Update on Rural KIPDA Transition Training

Unspent KIPDA DEIC Grant Funds for FY 2004-2005